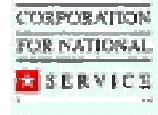




National Senior Service Corps Project Progress Report



Sponsor: _____ Project Name: _____
Address: _____ Project Director: _____
City/State/Zip: _____ Telephone: (____) ____ - _____ ext. ____
Fax: (____) ____ - _____ Email: _____

Grant Number: _____

Period Covered by This Report

Circle Quarter(s) of Budget Period: (1 2 3 4)

From: ____/____/____ To: ____/____/____
M D Y M D Y

A. Program Covered by This Report (Circle): RSVP FGP SCP
B. Program of National Significance (PNS): _____
C. Demonstration Grant: _____

Overview

The National Senior Service Corps **Project Progress Report (PPR)** is used by project sponsors/project directors to report grant activities and progress. Frequency of reporting is determined during the grant approval process. The PPR **does not** report financial/budget progress, which is reported through Financial Status Reports.

The Project Progress Report consists of four (4) sections:

- Section 1: Work Plan Accomplishments and Progress
- Section 2: Challenges Encountered
- Section 3: Other Significant Activities
- Section 4: Technical Assistance Requested

Instructions

- Please complete each of the following four sections.
- Additional pages and related materials may be attached as needed.
- Contact your Corporation for National Service State Office with questions.
- Send completed report with original signatures to your Corporation for National Service State Office within 30 days of completion of the reporting period.

Section 1: Work Plan Accomplishments and Progress

Updated Work Plan: Attach approved project work plans from Part III, Section C of the grant application with Columns C and D completed to reflect accomplishments and progress during this reporting period.

Section 2: Challenges Encountered

Reference: National Senior Service Corps Grant Application - NSSC Form 424, Part III & 424W.

In narrative format, please report any challenges encountered during this reporting period in the categories listed below. Be sure to include whether challenges have been resolved or remain unresolved and plans to address them.

- | | |
|-------------------------|---|
| A. Project Service Area | C. Project Planning |
| B. Community Needs | D. Organizational Capacity and Sustainability |

Section 3: Other Significant Activities

Instructions: Use this section to describe other significant activities not addressed elsewhere in this report, such as special events, funding and resource development successes, awards bestowed on the project and/or its volunteers, public relations, media attention, new station development activities, and new collaborations with co-located national service projects and other noteworthy developments.

Section 4: Technical Assistance Requested

Instructions: Describe non-monetary assistance requested from the Corporation for National Service regarding management and support of the project and its volunteers.

- Public reporting burden for this collection of information is estimated to average 9.6 hours per submission, including reviewing instructions, gathering and maintaining the data needed, and completing the form. Comments on the burden or content of the instrument may be sent to the National Senior Service Corps, Room 9413, Corporation for National Service, 1201 New York Avenue, NW, Washington, DC 20525.
- 5 C.F.R. 1320. 5(b)(2)(i): Project sponsors are not required to respond to the collection of information unless it displays a currently valid OMB control number, which is indicated below.

Signature of Project Director

Signature of Sponsor Executive

Date

Typed Name:

Title:

Date: